

---

# TENDER DOCUMENT

*Acquisition of 2D seismic data on the Norwegian Continental Shelf, 2016*

*Ref. no 2016/268*

**Open tendering competition cf. the Norwegian Public Procurement Act and the Regulations relating to public procurement part I and III**

*Submission deadline: 20 May 2016*

*12:00 noon local time (Norway)*



**NORWEGIAN PETROLEUM  
DIRECTORATE**

---

## 1 Contents

2	General description .....	3
2.1	About the Norwegian Petroleum Directorate.....	3
2.2	Scope of procurement.....	3
2.3	Financial.....	3
2.4	Public announcement.....	3
3	Competition rules.....	3
3.1	Procedure .....	3
3.2	Negotiations .....	4
3.3	Confidentiality .....	4
3.4	Sub-Contractors/suppliers .....	4
3.5	Reservations and non-conformity.....	4
3.6	Abidance.....	4
3.7	Communication during the tender process .....	4
4	Qualification requirements .....	5
4.1	General requirements .....	5
4.2	Company registration.....	5
4.3	Financial strength .....	5
4.4	Experience .....	6
5	Award criteria.....	6
6	Submission and disposition of tender .....	6
6.1	Submission of tender.....	6
6.2	Disposition of tender .....	7
7	Annexes .....	8
7.1	Annex 1 - Scope of work.....	8
7.2	Annex 2 - General Conditions of Contract.....	8
7.3	Annex 3 - General Conditions of Contract, schedule A .....	8
7.4	Annex 4 - Special Conditions of Contract .....	8
7.5	Annex 5 - Service Agreement .....	8

---

## 2 General description

### 2.1 About the Norwegian Petroleum Directorate

The Norwegian Petroleum Directorate (NPD) is a governmental specialist directorate and administrative body established in 1972.

The paramount objective of the NPD is to contribute to creating the greatest possible values for society from the oil and gas activities by means of prudent resource management based on safety, emergency preparedness and safeguarding of the external environment.

For more information about NPD, visit our website [www.npd.no](http://www.npd.no).

### 2.2 Scope of procurement

NPD hereby invites potential bidders / interested parties to submit a tender for the geophysical work as described in annex 1, Scope of Work. In the 2012, 2013 and 2014 seasons, NPD did acquire substantial volumes of 2D seismic data in the Barents Sea Northeast and North. Further to this, NPD now plans to acquire more seismic data in these waters.

The 2016 2D seismic survey has a scope of approximately 6.000 Km (firm) plus up to 2.500 Km (contingent / optional). NPD will revert with details of the specific survey areas as soon as possible after the decision has been made in this respect.

NPD prefers that the acquisition is done within the time period from late July/early August to late September /early October cf. annex 1 section 2.1. The suppliers must provide an account of vessel availability. The acquisition is under all circumstances conditional upon NPD and the supplier reaching a mutual agreement concerning the time period for the acquisition.

### 2.3 Financial

The project is subject to funding from the Norwegian Government. NPD therefore reserves the right to stop the bidding process or declare it null and void or reduce the volume of the programme due to budgetary reasons or unforeseen circumstances outside NPD's control.

### 2.4 Public announcement

Tender competition is announced in the Merccell-database, DOFFIN-database and in the TED-database.

## 3 Competition rules

### 3.1 Procedure

Open tendering competition, cf. the Norwegian Public Procurement Act of 16 July 1999 No. 69 as amended, see also the Regulations relating to public procurement, laid down by Norwegian Royal Decree on 7 April 2006 No 402. This type of procedure does not allow for contract negotiations. Only bidders that fulfil the qualification requirements will have their tenders evaluated. Bidders are not allowed to change the tender after the submission deadline.

---

### 3.2 Negotiations

This tender competition does not allow negotiations.

### 3.3 Confidentiality

The supplier and its employees are required to prevent others from gaining access to or knowledge of information regarding technical devices and procedures or operations and business relationships that for competitive reasons can be important to keep secret, cf. Regulations regarding public procurement § 3-6, cf. § 13 in the Norwegian Public Administration Act. See also Annex 2 – General Conditions of Contract section 22.

### 3.4 Sub-Contractors/suppliers

When use of sub-contractors, supplier shall attach a declaration from the subcontractor(s) documenting that the supplier has possession of the offered resources from the subcontractor(s). The declaration must be signed by person(s) who has/have right to sign for or otherwise has/have the power to commit the sub-contractor.

### 3.5 Reservations and non-conformity

If the supplier has reservations regarding parts of the tender documentation, required specifications, contract or other tender documents, it shall be clearly stated in the bid. Any reservations must be specified, including consequences for performance, prices or other conditions.

The same applies to non-conformity. Reservations and non-conformities shall be stated precisely and unambiguously. They shall be stated in the bid letter in such a manner that the contractor can evaluate them without it being necessary to contact the supplier, cf. Section 20-3 of the Public Procurement Act. Substantial reservations, and reservations or non-conformities that can result in uncertainty regarding evaluation of the bid compared to other bids, will result in the bid being disallowed, cf. Section 20-13(1) of The Public Procurement Act.


If the supplier's reference to standardized terms of delivery, or something similar, deviates from existing tender or contract provisions, it will be regarded as a reservation.


The supplier can not make any reservation against the contract section 4.1.8, Wage and Working Conditions – Prohibition against Social Dumping. This is a statutory requirement that NPD must include in their contracts. Any reservation or non-conformity to this contract section will result in the bid being disallowed.

### 3.6 Abidance

The bidder must abide by his tender until three months after the submission deadline.

### 3.7 Communication during the tender process

All communication during the process shall be routed via the Merccell-portal, [www.merccell.no](http://www.merccell.no). This is to assure that all communication will be logged. When you are logged on to the competition, chose the flag marked "Communication", click on the symbol  "New message". Enter the information to

the NPD and then click . The NPD will then receive your message. If the question regards all bidders, the NPD will answer the inquiry anonymously by giving the answer as additional information. Additional information is available under the flag “Enquiry”, then the flag “Additional information”. You will also receive an e-mail with a link to the additional information.

## 4 Qualification requirements

### 4.1 General requirements

Requirement	Documents required
<b>Circumstances regarding the bidder’s tax remittances shall be in order (this only applies to Norwegian companies).</b>	<ul style="list-style-type: none"> <li>• Tax certificate</li> <li>• VAT certificate</li> </ul> <p>More information: <a href="http://www.skatteetaten.no/no/Om-skatteetaten/Kontakt-oss/E-post/Send-ny-epost/Annet/Bestill-attester-eller-utskrifter/Attest-for-skatt-og-merverdiavgift/">http://www.skatteetaten.no/no/Om-skatteetaten/Kontakt-oss/E-post/Send-ny-epost/Annet/Bestill-attester-eller-utskrifter/Attest-for-skatt-og-merverdiavgift/</a></p>

### 4.2 Company registration

Requirement	Documents required
<b>The bidder shall be registered in the “The Register of Business Enterprises” in Brønnøysund or registration in a trade register or the like as set out in the laws of the country of registration of the bidder.</b>	<ul style="list-style-type: none"> <li>• Copy of Company Registration Certificate or similar.</li> </ul>

### 4.3 Financial strength

Requirement	Documents required
<b>Sound financial strength</b>	<ul style="list-style-type: none"> <li>• A copy of company annual accounts or extracts thereof, with notes from an authorised public accountant as well as the last two available quarter results. NPD may accept any other documentation that confirms financial strength.</li> </ul>

#### 4.4 Experience

Requirement	Documents required
<b>Considerable experience from relevant assignments</b>	<ul style="list-style-type: none"> <li>Account of relevant experience from relevant assignments and full overview of Track Record.</li> </ul>

### 5 Award criteria

Only tenders that are submitted by qualified bidders and that meet the requirements and specifications given in the tender document with annexes will be considered.

NPD will choose the most economically advantageous tender, based on the following criteria:

No	Criteria	Weight	Documents required
1	<b>Price – commercial</b>	35 %	<ul style="list-style-type: none"> <li>A quotation of rates in accordance with annex 1 – Scope of Work section 2.2 including price table 1 and section 7.</li> </ul>
2	<b>Quality and technology</b> offered herein – in particular with reference to annex 1 Scope of Work section 3.1	65 %	<ul style="list-style-type: none"> <li>A description of how the bidder will meet the specification of requirements listed in annex 1 – Scope of Work - including the documentation required.</li> </ul>

### 6 Submission and disposition of tender

#### 6.1 Submission of tender

All tenders shall be submitted electronically via the Mercell portal, [www.mercell.no](http://www.mercell.no) by the tender deadline. Tenders delivered after the deadline will not be accepted. (The system does not permit tenders to be sent electronically via Mercell after the tender deadline.)

If you are not a Mercell customer, or you have questions regarding how the application functions, e.g. how to submit a tender, please contact Mercell Support at tel +47 21 01 88 60, or by e-mail to [support@mercell.com](mailto:support@mercell.com). It is recommended to submit the tender in adequate time before the deadline. A minimum of 1 hour before the deadline is suggested.

If the authority should provide additional information that results in you wanting to change your tender before the deadline, you can access your offer, open it, make the necessary changes and send it again right up to the deadline. The last submitted tender will be regarded as the final one.

The tender requires an electronic signature when it is submitted. When sending the tender electronically, an electronic signature will be requested to confirm that you are the actual bidder who has submitted the tender. An electronic signature can be obtained at [www.commfides.com](http://www.commfides.com), [www.buypass.no](http://www.buypass.no) or [www.bankid.no](http://www.bankid.no).

We would like to remind you that it can take some days to acquire an electronic signature, and therefore recommend that this process be initiated as soon as possible.

## 6.2 Disposition of tender

The tender shall be enunciated in English and as in this disposition:

File name	Contents
<b>Qualification requirements</b>	<b>Documents are to be enclosed in the step Kvalifikasjonskrav/Qualification requirements when you submit the tender in Mercell.</b>
<b>Q01 - Tax certificate</b>	Cf. section 4.1 in this tender document.
<b>Q02 - VAT certificate</b>	Cf. section 4.1 in this tender document.
<b>Q03 - Company Registration Certificate</b>	Cf. section 4.2 in this tender document.
<b>Q04 - Annual accounts and last two quarter results</b>	Cf. section 4.3 in this tender document.
<b>Q05 - Relevant experience and Track Record</b>	Cf. section 4.4 in this tender document.
<b>Documents required</b>	<b>Documents are to be enclosed under the tab Dokumenter/Documents when you submit the tender in Mercell.</b>
<b>DOC01 – Cover page</b>	Signature by a responsible/liable representative for the bidder and name and contact information of the bidder.
<b>DOC02 – Price</b>	Cf. section 5 criteria no 1
<b>DOC03 – Technology</b>	Cf. section 5 criteria no 2
<b>DOC04 - Completion of schedule's B-G as appropriate</b>	Cf. annex 3, section no 1.1.6.
<b>DOC05 – Contractual</b>	Cf. annex 1, section no 8.
<b>DOC06 – Sub-Contractors</b>	Cf. section 3.4
<b>DOC07 – Availability</b>	Cf. section 2.2

## **7 Annexes**

### **7.1 Annex 1 - Scope of work**

Annex 1 is enclosed in a separate PDF-file.

### **7.2 Annex 2 - General Conditions of Contract**

Annex 2 is enclosed in a separate PDF-file.

### **7.3 Annex 3 - General Conditions of Contract, schedule A**

Annex 3 is enclosed in a separate PDF-file.

### **7.4 Annex 4 - Special Conditions of Contract**

Annex 4 is enclosed in a separate PDF-file.

### **7.5 Annex 5 - Service Agreement**

Annex 5 is enclosed in a separate PDF-file.